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CED to D/TR 1 May 68, sub: ADP Orientation, DDS&T 1765-68, S.

The DD/S&T (Mr. Duckett) did concur in OTR request that OCS run the ADP Orientation Course beginning in the fall of 1968.

He said that future runnings of the course and continuation of an external contract for the 2-week [ ] course would be reconsidered in light of over-all Agency ADP trg rqmts and that the subject was currently being discussed by the four Directorates' Information Processing Coordinators with [ ] Chief, IPC Staff of PPB--in anticipation of a recommendation to the ExDir-Comptr(Col White) that OCS provide ADP trg as a service of common concern. Such a plan would call for staffing and space beyond OCS present capability.

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TRAINING - In addition to training of computer staff for OCS, another general gap concerned user/mgmt orientation or education in ADP. The tendency continued to exist to 1968 because of unfamiliarity, to fit problems to the computer, to use the brute force power ~~is~~ of the systems in lieu of good problem definition and analysis; as a corollary, ADP rqmts validation procedures needed mgmt tightening. In order to relieve this situation ADP Orientation Courses and considerable other ADP training was undertaken during FY 1968, and plans were developed (approved in July 1968) for OCS to begin ADP trg as a service of common concern for the Agency as a whole. Finally, considerable progress was noted in cross-directorate ADP efforts, including requirements validation, through the mechanism of the IPC's (one fr ea Directorate) under the aegis of the ExDir-Comptroller through the Chief, IPS/OPPB.

Security problem noted last year remains unresolved as it concerns compartmented files on a time-sharing or multi-processing system. O/S has still not approved any plans thus far proposed.

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*Orientation course, S.*

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*done for*  
In April 1968, OTR instituted a three-day and a two-week orientation course ~~for OCS students~~ in ADP and the assistance of OCS was sought in setting up and administering these courses.

*14*  
Mr. Briggs, while not anxious to take on new problems, felt it was logical for OCS to play a major role.

*He is noted to in a memo of 7-14*  
Briggs: I have underway a 12-week, in-house programmer trainee course for OCS professionals involving two professional teacher slots, implemented because of the extreme difficulty in recruiting

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expanded it to include non-OCS students; also have plans for intermediate and advanced courses for which detailed curricula must be developed.